

# Assistant Director/Assistant Teaching Professor - Forensic Science and Law

## Duquesne University: Bayer School of Natural and Environmental Sciences

### Location

Pittsburgh, PA

### Open Date

Dec 13, 2021

Job link: <https://apply.interfolio.com/100335>

### Description

The Forensic Science and Law program in the Bayer School of Natural and Environmental Sciences at Duquesne University is seeking candidates for a full-time (12-month) Assistant Director / Assistant Teaching Professor. This is a non-tenure-track faculty position. The position will have responsibilities for teaching and program administration.

The Forensic Science and Law program is an entry-level five-year curriculum in the Bayer School of Natural and Environmental Sciences. Students who complete the program earn both a Bachelor's degree and a Master of Science degree in Forensic Science and Law. The program was established in 2001 and is accredited by the *Forensic Science Education Programs Accreditation Commission (FEPAC)*. Approximately 150 students are enrolled in the program. Additional information can be found on [the University and program website](#).

For more information about the Bayer School of Natural and Environmental Sciences, please visit [Bayer School of Natural and Environmental Science](#).

### DUTIES AND RESPONSIBILITIES:

The Assistant Director/Assistant Teaching Professor will teach courses in one or more forensic science fields and support the academic and research pursuits of students in the program. Additional academic duties may include, but are not limited to, mentoring student research, assisting with internship placement and supervision, and supervising labs courses.

The Assistant Director will work closely with the Director to develop program advancement initiatives that are consistent with the University's mission and goals, and

to support the overall objectives of the department. Professional service and administrative duties will include grant writing and management, facilitating research conferences, management of budgets and day-to-day operations of the department.

The Assistant Director will be expected to engage in outreach and recruitment activities to support enrollment of new students, maintain a robust alumni network, and contribute to fundraising activities.

### **Duquesne University:**

Duquesne is a comprehensive university with about 9,000 undergraduate and graduate students in Pittsburgh, Pennsylvania. For more information about the university, please visit [www.duq.edu](http://www.duq.edu).

### **Qualifications**

#### **QUALIFICATIONS:**

A candidate for the position will be required to have:

- A Ph.D. in an area related to Forensic Science
- Academic teaching experience
- Minimum of five years' experience as a forensic science practitioner **or** forensic science academic.

Preference given to candidates with casework and courtroom testimony experience.

The successful candidate will have a record of networking capabilities in the forensic science community; as well as knowledge of and involvement in the process of program accreditation.

The ideal candidate will demonstrate an ability to work within a non-traditional program/department structure to achieve student research mentoring and goals; demonstrate the ability to use independent judgment in making decisions; and show evidence of support of the University's mission.

### **Application Instructions**

Duquesne University uses Interfolio to collect all faculty job applications electronically. Please submit a letter of intent that addresses the reasons for applying to the position, a research plan, curriculum vitae (CV), diversity statement, and teaching philosophy. Three references complete with telephone and email contact information should be submitted via Interfolio.

While the position will remain open until filled, priority will be given to applications submitted by **February 15, 2022**. The Search Committee will begin reviewing candidates immediately and will continue until the position is filled. The anticipated employment date is **July 1, 2022**. Program Director **Dr. Pamela**

**Marshall** ([marshallp@duq.edu](mailto:marshallp@duq.edu)) can be contacted for additional information.

Catholic in its mission and ecumenical in spirit, Duquesne University values equality of opportunity as an educational institution and as an employer. We aspire to attract and sustain a diverse faculty that reflects contemporary society, serves our academic goals that enriches our campus community. We particularly encourage applications from members of underrepresented groups and support dual-career couples through our charter membership in this region's [HERC](#).

We invite applicants for this position to learn more about our University and its Spiritan heritage by visiting our [Mission Statement](#). Those invited to campus for an interview may be asked about ways in which they see their talents contributing to the continued growth of our community and furthering its mission.

**COVID-19 Condition of Employment:**

As a condition of employment, Duquesne University requires all new employees -full-time and part-time, including adjunct faculty-to get a COVID-19 vaccine and provide proof of their vaccination upon commencement of employment.

New employees requesting a religious or documented medical exemption from the vaccine must complete and submit a Duquesne University exemption request form for review and approval. To receive the appropriate exemption request form, contact [hrservices@duq.edu](mailto:hrservices@duq.edu). Employees with approved exemptions will be required to be tested on a regular basis.